



Your Experience Can Make The Difference

Technical Writer/Editor – SV-1082-F/G

As an entry-level Technical Writer/Editor at TSA, you will use your knowledge of TSA programs and initiatives to perform a mixture of writing and editing duties. Most positions will be employed with the Office of Strategic Communications & Public Affairs where you will be responsible for conveying information to TSA stakeholders and the traveling public. You will be responsible for assisting more senior workers in gathering information and writing or editing portions of larger articles, or personally developing short informational articles or news summaries following established procedures and working under detailed instructions.

Qualifications:

F–Band: Candidates must have at least three years of qualifying general experience. Qualifying general experience includes performing duties associated with drafting memoranda or correspondence for a wide audience and/or editing articles or developing short informational materials.

OR have completed a four-year course of study leading to a bachelor's degree in any field.

OR have an equivalent combination of qualifying education and experience.

G–band: Candidates must have at least one year of specialized experience comparable in difficulty to the F-Band (GS-9) level in the Federal service. Specialized experience is experience that has equipped the applicant with the particular knowledge, skills, and abilities to successfully perform the duties of this position **and must include experience independently preparing articles and publications, editing the work of others prior to publication, and creating memoranda and informational flyers to communicate complex information.**

OR have completed a Ph.D. or equivalent doctoral degree or three full years of progressively higher level graduate education that provided the knowledge, skills, and abilities needed for successful performance in this position.

OR have an equivalent combination of qualifying education and experience.

For more information about the Career Evolution Program, please visit www.tsa.gov/CEP
www.tsa.gov/CEP • NewHorizons.CEP@dhs.gov

TSA is an Equal Opportunity Employer: All qualified candidates will be considered regardless of political affiliation, race, color, religion, national origin, sex, sexual orientation, marital status, age, disability, personal favoritism, protected genetic information, or other non-merit factors.



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